



# LOWELL HISTORIC BOARD



## APPLICATION for HISTORIC PERMIT or CERTIFICATE OF NONAPPLICABILITY

DOWNTOWN LOWELL HISTORIC DISTRICT & ACRE NEIGHBORHOOD DISTRICT

I. **ADDRESS** \_\_\_\_\_  
NAME OF BUSINESS OR PROPERTY \_\_\_\_\_

II. **APPLICANT** \_\_\_\_\_ PHONE # \_\_\_\_\_  
ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

**PROPERTY OWNER** \_\_\_\_\_ PHONE # \_\_\_\_\_  
ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

**ARCHITECT** (if applicable) \_\_\_\_\_ PHONE # \_\_\_\_\_  
ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

**CONTRACTOR** (if applicable) \_\_\_\_\_ PHONE # \_\_\_\_\_  
ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

III. **DESCRIPTION OF PROPOSED WORK** *(This description provides the basis for the official notice and subsequent decision, and must clearly represent the entirety of the project. Use additional pages if necessary.)*

IV. **DOES THE PROPOSED WORK REQUIRE OTHER PERMITS OR APPROVALS** *(other than a building permit)? IF YES, INDICATE:* \_\_\_\_\_

V. **ESTIMATED COST OF PROPOSED WORK** \_\_\_\_\_ **ESTIMATED COMPLETION DATE** \_\_\_\_\_

VI. **DOCUMENTATION SUBMITTED** *(Incomplete applications will be returned)*

- |   |   |
|---|---|
| <input type="checkbox"/> PHOTOGRAPHS <i>(with labels)</i>     | <input type="checkbox"/> BLOCK PLAN             |
| <input type="checkbox"/> SHOP DRAWINGS, SKETCHES              | <input type="checkbox"/> SITE PLAN              |
| <input type="checkbox"/> MFGR's. LITERATURE, SPECS.           | <input type="checkbox"/> MATERIAL/COLOR SAMPLES |
| <input type="checkbox"/> BUILDING PLANS, ELEVATIONS, SECTIONS |   |

VII. **ARE YOU SEEKING/UTILIZING FINANCIAL ASSISTANCE/INCENTIVES FROM SOURCES OTHER THAN CONVENTIONAL FINANCING?** ☐ YES ☐ NO

IF YES, WHICH? ☐ CITY OF LOWELL ☐ REVENUE BONDS  
☐ NPS LOAN ☐ TAX CREDITS/DEPRECIATION  
☐ LDFC  
☐ OTHER \_\_\_\_\_

VIII. **AUTHORIZATION** (*Both signatures required*)

I hereby certify under penalties of perjury that I am the owner or record of the property for which this application is being filed and as such, I am familiar with the work proposed to be carried out on my property.

I hereby give permission for this application to be filed with the full understanding that certain restrictions may be placed on the property relative to the approval of the proposed work.

**PROPERTY OWNER** \_\_\_\_\_ **DATE** \_\_\_\_\_  
 (If property is a condominium or cooperative, the chairman must sign)

**APPLICANT** \_\_\_\_\_ **DATE** \_\_\_\_\_

FEE SCHEDULE	
<b>SIGNS</b>	<b>\$25.00</b>
<b>MINOR DEVELOPMENT</b> $\frac{1}{4}$ OF 1% OF TOTAL PROJECT COST (Never less than \$25 with a cap of \$1,000)	
<b>MAJOR DEVELOPMENT</b> $\frac{1}{2}$ OF 1% OF TOTAL PROJECT COST (Never less than \$50 with a cap of \$2,000)	
<b>NON-PROFIT ORGANIZATIONS</b> 50% of above but never less than minimums noted above	

**PLEASE MAKE CHECKS PAYABLE TO  
"CITY OF LOWELL"**

SUBMIT APPLICATIONS IN PERSON  
OR BY MAIL TO:

LOWELL HISTORIC BOARD  
 J.F.K. CIVIC CENTER  
 50 ARCAND DRIVE  
 LOWELL, MA 01852  
 978-446-7200  
 978-970-4262 FAX  
 sstowell@lowellma.gov  
 www.historiclowell.net

FOR OFFICIAL USE ONLY:

APPLICATION# \_\_\_\_\_  
 DATE RECEIVED \_\_\_\_\_

FEE PAID \_\_\_\_\_  
 HEARING DATE \_\_\_\_\_

ALTERATIONS: MAJOR ☐ NONAPPLICABILITY ☐  
 MINOR ☐